

**Minutes**  
**Faculty Senate**  
**October 6, 2020, 11:00 a.m.**  
**Virtual meeting via Zoom**

**Members present:** Tim Anderson, Ron Bolze, Robin Brierly, Mathew Brust, Scott Cavin, Jamie Hamaker, Kurt Kinbacher, Mike Leite, James Koehn, Kim Madsen, Anthony Perlinski, Joel Schreuder, Deane Tucker, and Kathleen Woods.

**Members absent:** Vacant position for the School of Liberal Arts.

**Guests present:** None

**Ex-officio, non-voting members present:** Colton Brienza, Student Senate representative; Kim Clark, Support Staff representative; and Jim Powell, VPAA

**I. Call to Order**

Zoom meeting was called to order by President Kathleen Woods at 11:05 a.m.

**II. Adopt Agenda:**

Motion to adopt agenda made by Ron Bolze and seconded by Mathew Brust. Motion carried.

**III. Approval of Faculty Senate Minutes:**

Deane Tucker made a motion to accept and approve the minutes for Faculty Senate from 9/15/2020. Motion seconded by Mike Leite. Motion carried.

**IV. Faculty Senate and Standing Committee Business Items to Discuss and/or Approve:**

**A. Minutes (Sharepoint)**

1. **Educational Technology Committee – 9/10/2020** -- Motion made by Robin Brierly and seconded by Mathew Brust to approve the minutes. Motion carried.

**V. Information Items/Discussion and Action Items**

**A. Information Items:**

1. **New 2020-2021 PAR document and Advising Rubric** (Sharepoint)
- Dr. Powell explained the history behind the changes and update to the PAR (Professional Activities Report) completed by faculty each year.
    - After many discussions about the effectiveness of the PAR with previous VPAA, Charles Snare, faculty, and others. Upon his appointment to the new VPAA position, Dr. Powell contacted the system office to explore what other state colleges in Nebraska namely Wayne and Peru were doing. He discovered a difference in the length of the document and information requested. (Peru – 2 page document and Wayne – 12-14 page document)
    - Dr. Powell worked with the CSC Deans to come up with a revised shortened PAR document that measures the required areas for Teaching, Scholarship and Service with an added section for advising for this year.
    - The new advising rubric will be used to gather information only and not used as an evaluation tool for measuring faculty performance or retention at this time.
    - He reminded FS members that advising is important and the administration is looking at options to measure the effectiveness.

## 2. Campus wide Assessment revisions

Dr. Powell and Kim Madsen, FS representative, on the campus wide assessment committee explained the changes to the committee.

- **Purpose and function of committee:**
  - **Meet with all academic and Student Services/Student Affairs departments to review current assessment practices and documents.**
  - **Development and implement avenues for units/programs to construct or improve their assessment process and procedures.**
  - **Review all (academic and operational) annual reports and assessment documents pertaining to CSC programs.**
  - **After reviewing all relevant and current policies, processes, and procedures, create an assessment plan that will provide for alignment of campus-wide assessment practices to the MAP and mission.**
  - **Submit an annual report to the President's office prior to December 15 each year**
- Two sub-committees: Academic and Student Services/Facilities
  - Dr. Powell, chair, Academic Programs
  - Malinda Linegar, chair, Student Services/Facilities
- McKay Tebbs is the coordinator for the committee
- 2020-2021 - Realigning committee to add additional faculty - 2 from each school

## 3. Emeritus faculty nominations

- Nomination form available for emeritus faculty who have resigned or retired.
- Requires faculty nomination, letter from Dean, letter from VPAA and approval from system office.

## 4. Coordinating Commission for Postsecondary Education (CCPE) Program Review

- The following programs will be up for review in 2020-2021 - Biology, Communication Arts, Health Sciences, History, Rangeland Management, and Social Work
- Forms are on the forms repository.
- If 7 or more graduates in 5 year period – list objectives – use short form
- If less than graduates in 5 year requires more information and detail to justify continuing the program
- Dr. Powell has examined graduates in all programs and feels all are OK.

## 5. HLC Assurance Review

- Dr. Powell shared that Alex Helmbrecht has been hired as the primary writer, Daniel Binkard as the secondary writer, and Margaret Crouse hired to gather evidence and documents for the HLC Assurance Review.
- Commission will meet virtually – no campus visit
- Scheduled for June 7, 2020 with initial response back from commission 2 -3 weeks after visit.
- Response from commission goes to the Board first.

## 6. New policy requiring Academic Deans to chair faculty search committee.

- Dr. Powell said he required to say “that this is part of the SEA negotiated agreement.”

## 7. Administrating considering a yearly catalog schedule

- Dr. Powell announced that administration is recommending a **one year catalog for 2021-2022**. He discussed the recommendation with ARC due to the three new programs that are expected to begin fall 2021.
  - Advantages: More flexible, easy to update changes due to course leaf making consistency across programs, long time to wait for changes if a two year catalog, departments are not allowed to promote/advertise programs until approved
  - Disadvantages: Advising issues making it difficult to remember which catalog students are in, concern programs will bring lots of changes in each year making for confusion with advising students, time involved in reviewing program changes
- After much discussion regarding the advantages and disadvantages of a 1 or 2 year catalog, Deane Tucker made a motion to take the recommendation on whether to have a 1 or 2 year catalog back to the departments for input. Mathew Brust seconded the motion. Motion carried.

**8. CSC Administration Faculty Specific COVID-19 campus guidelines – VPAA, Jim Powell**

Dr. Powell provided the following updates in regards to COVID-19 on the CSC campus:

- Dashboard shows steady rise and fall in faculty and students with coronavirus.
- It is important to thank faculty, staff and students for encourage the use of masks, washing hands and social distancing.
- Shared concern that Nebraska and South Dakota have increase in cases.
- Encouraged everyone not to get complacent but to continue proper health practices.
- Encouraged everyone to sign up for Campus Clear, checks health each day
- Reminded faculty that anything dealing with COVID-19 involves HIPPA privacy restrictions – respect the privacy of those infected
- Dr. Powell will share VPAA update on Monday with more information.
- Encouraged everyone to get a flu shot – shots available on campus.

VI. **New Business** – No new business was introduced during the meeting.

VII. **Adjourn:** Motion to adjourn made by Mathew Brust and seconded by Robin Brierly. Motion carried. Meeting adjourned at 11:55 p.m.

Minutes by Kim Madsen

Date: (approved by committee):

**Recommendations for Faculty Senate (or Academic Review, for Graduate Council and Essential Studies)**

**Action** (A highlighted summary of actions recommended in meeting business above; should include any proposed change in policy, procedure, or curriculum and/or proposed committee or collective faculty recommendations to the CSC administration):

1. \_\_\_(brief summary, with reference to specified discussion item above) \_\_\_

**Faculty Senate Decision:**

**Minutes Accepted:** \_\_\_x\_\_\_ **Date:** \_\_\_10/20/2020\_\_\_

**Actions Approved:**

1. ___(brief description)___ Reason Denied:	<b>Approved</b> ___x___	<b>Denied</b> ___	<b>Date:</b> ___10/20/2020___
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2. ___(brief description)___ Reason Denied:	<b>Approved</b> _____	<b>Denied</b> _____	<b>Date:</b> _____
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3. ___(brief description)___ Reason Denied:	<b>Approved</b> _____	<b>Denied</b> _____	<b>Date:</b> _____
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\* Please send back minutes to VPAA Office Assistant for posting to appropriate Sharepoint Site.

**MISSION:** Chadron State College delivers experiences that foster knowledgeable and engaged leaders and citizens to enrich the High Plains region and beyond.

**Master Academic Plan 2019-23 Priorities**

- People: Recruitment, Retention, Engagement Completion
- Purpose: Student Learning and Growth
- Place: Community Engagement

